

PROFORMA FOR APPLICATION FOR ADVANCE FROM PROVIDENT FUND

Ministry of
Department of.....

Application for advance from

(here enter the Name of fund)

1. Name of the Subscriber

2. Account Number

3. Designation

4. Pay

5. Balance at credit of the subscriber on the date of application as below :-

i) Closing Balance as per statement for the Yera 1991-92.....

ii) Credit from..... to
on account of monthly subscription

iii) Refunds

iv) Withdrawals during the period
from..... to

v) Net Balance of Credit

6. Amount of advance/outstanding advance

Amount of advance taken and date of sanction

Balance Outstanding as on date.....

1.

2.

7. Amount of advance required

8. a) Purpose for which the advance is required

b) Rules under which the request is covered

c) If advance is sought for House Building etc.
following information may be given :-

i) Location and measurement of the

ii) Whether plot is free hold or lease?

iii) Plant for construction.

iv) If the flat or plot being purchased is from
H .B. Society the location & measurements etc.

v) Cost of Construction

vi) If the purchase of flat is from a DDA or any
Housing Board etc. the location dimension etc.

d) If advance is required for education of children
following details may be given :-

i) Name of the Son/Daughter

ii) Class and Institution/College where studying

e) If advance is required for treatment of illing family member, following details may be given :-

- i) Name of the patient and relationship
- ii) Name of the Hospital/Dispensary/Doctor
whether the patient is undergoing treatment
- iii) Wheather outdoor/indoor patient

Note : In case of advance under 8(c) to 8 (e), no certificate of documentary evidence would be required.

9. Amount of the consolidated advance (Items 6 to 7) and number of monthly instalments in which the consolidated advance is proposed to be repaid Rs in (instalments)

10. Full particulars of the pecuniary circumstances of the subscriber, justifying the application for the advance.

I certify that particulars given above are correct and complete to the best of my knowledge and belief and that nothing has been concealed by me.

SIGNATURE OF APPLICANT

Name

Designation

Section/Branch.....